



**MINUTES OF THE REGULAR MEETING OF
CHARLOTTE-DESOTO BUILDING INDUSTRY OVERSIGHT COMMITTEE**

Charlotte County Community Development, BCS Conference Room
18400 Murdock Circle
Port Charlotte, Florida 33948

February 26, 2016

This was the regular monthly meeting of the Charlotte-Desoto Building Industry Oversight Committee.

Committee Members Present:

Robert Markel
T.J. Thornberry

Committee Members Present:

Geoff Lorah
Kevin Koch

County Staff Present:

Commissioner Truex
Claire Jubb
Kelly Shoemaker
Maggie Horton

County Staff Present:

Michelle Roman
Ben Bailey
Don Jascomb

Visitors Attending:

Donna Barrett
Jim Sanders
Patrick Lewis
Peter Lalur

1. CALL TO ORDER:

- Kevin Koch, President and CEO, AA Disaster Restoration called the meeting to order at 8:04 am.

2. ROLL CALL:

- Sign-in

3. APPROVAL OF MINUTES:

- January 22, 2016 Minutes approved unanimously.

4. CHAIRMAN'S COMMENTS:

- Chairman Kevin Koch commented on the local contractors and their professionalism, following the tornado that touched down in Deep Creek on February 24, 2016.

5. NEW BUSINESS:

- Clair Jubb stated that Contractor Licensing has been in Deep Creek following the tornado and they will be there regularly to touch base with the customers; a Declaration has not been confirmed as of yet. Estimated figures as to damage will be available soon.
- Donna Barrett asked if the County could communicate with the media about contact information for local licensed contractors. Ben Bailey replied that information has been placed on an app called Next Door, similar to Facebook which is used by the Deep Creek Community. Messages have been placed on this app advising residents to be diligent in verifying that their contractors are properly licensed and insured, and have additionally warned them of potential unlicensed contractor in the area.
- Maggie Horton, Community Development Business Manager was congratulated on receiving the Employee of the Year Award for Charlotte County.

6. OLD BUSINESS:

a. Accela:

- The recent tornado incident is being used to test our Damage Assessment System in Accela.

b. Financials:

- For the month of January 2016 revenues totaled \$311,000 and expenditures were \$211,000, resulting in a loss of \$100,000. Year to date revenues total \$1.28 million, while expenditures total about \$1.35 million. There was an overall loss of approximately \$70,000; this loss is due to the County's annual amount of central and indirect expenses totaling \$487,000 hitting in December. After review, it was determined that \$95,000 was charged to Building and Construction Services in error and will be adjusted in February.
- Geoff Lorah questioned a discrepancy in the two reports provided for permitting statistics in January 2016. One report shows 79 single family permits for January as opposed to 81 in the second report. Claire stated that the figures would be corrected.

Permitting:

- Don Jascomb stated that for the month of January 2016 there was a 68% increase of single family permits over last year and year to date single family permits are up by

40%. Total permits are up 11% and Commercial is down. Plans review is on target, with single family at 8 -10 days and commercial plans review at about 11-13 days.

c. Staffing:

- Ben Bailey stated that a Mechanical Inspector has been hired and will be starting in thirty days. Interviews for a Mechanical Inspector, Structural Inspector and Inspections Manager will be completed by next week. A Senior Project Coordinator was hired recently and preliminary discussion has begun as to a vacant Zoning Tech position. Qualified applicants have been difficult to find at this time. Current employees are being assisted in obtaining provisional licenses. A package of positions will be brought to the BCC in April which includes Inspectors, Plans Examiners and Customer Service Reps, with a phased in approach for filling them.

- Donna Barrett stated that the Florida Builders Association has just started a career source site that will be statewide and potentially nationwide; they would be interested in posting Charlotte County jobs as they become available. Claire Jubb stated that she did try and pull a list of inactive contractors but was unable to. Donna Barrett said she would check into getting a list.

- Geoff Lorah asked if they could get a new organizational chart once the new positions were approved.

General Discussion:

- Donna Barrett stated that the Parade of Homes will be from March 4th thru the 13th and Dancing with the Charlotte Stars event will be held Friday March 4th at the Charlotte Harbor Event Convention Center. All proceeds will benefit the Charlotte County Arts and Humanities.

7. PUBLIC COMMENTS:

- No Public Comment

8. NEXT MEETING: Friday, March 25, 2016 @ 8:00 a.m.

Meeting adjourned at 8:27 a.m. Minutes recorded – transcribed by Beth Scott.
Approved unanimously at the 02-26-16 BIOC Regular Meeting.